

**CALIFORNIA COMMISSION ON DISABILITY ACCESS  
RESEARCH AND ANALYSIS DATA COLLECTION PROJECT  
COMMITTEE  
MEETING MINUTES**

**January 25, 2017**

**1. CALL TO ORDER**

Chair Laurie Cohen Yoo welcomed everyone and called the meeting of the Research and Analysis Data Collection Project Committee of the California Commission on Disability Access (CCDA or Commission) to order at 1:36 p.m. at the Westfield Corporation, 2049 Century Park East, 41<sup>st</sup> Floor, Los Angeles, 90067.

The off-site meeting locations for teleconference were the Law Office of Paul L. Rein, 200 Lakeside Drive, Suite A, Oakland, 94612; the Lighthouse for the Blind and Visually Impaired, 1155 Market Street, 10<sup>th</sup> Floor, San Francisco, 94103; and the Department of Rehabilitation, 721 Capitol Mall, Room 244, Sacramento, 95814.

**ROLL CALL**

Staff Member Jackson called the roll and announced a quorum was not yet present. A quorum was achieved after Commissioner Downey arrived.

Commissioners Present:

Laurie Cohen Yoo, Chair  
Chris Downey (via teleconference)  
Celia McGuinness (via teleconference)

Staff Present:

Angela Jemmott, Executive Director  
Fajola Jackson, Office Technician  
Rhonda Valdry, Staff Services Manager

Commissioner Absent:

Steve Dolim

Also Present:

Terri McClain (phonetic)

**2. APPROVAL OF MEETING MINUTES (DECEMBER 22, 2016) – ACTION**

**MOTION:** Commissioner McGuinness moved to approve the December 22, 2016, California Commission on Disability Access Research and Analysis Data Collection Project Committee Meeting Minutes as presented. Chair Yoo seconded. Motion carried unanimously.

**COMMENTS FROM THE PUBLIC ON ISSUES NOT ON THIS AGENDA**

There were no questions or comments from the public.

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**3. STATISTICAL REPORT FOR YEAR END REPORTING – UPDATE AND DISCUSSION**

Executive Director Jemmott summarized the data report analysis included in the annual report to the Legislature due on January 31<sup>st</sup>.

**a. Demand Letters**

Executive Director Jemmott noted a 14 percent increase in complaint and demand letter submissions to the CCDA in 2016. Chair Yoo stated demand letters should be separate from the complaints.

Commissioner McGuinness agreed and stated the assumption may be that the reported number is all complaint submittals, when a significant number of demand letters are submitted without complaints. She also stated the need to state in the report to the Legislature that the number reported does not reflect the actual percentage of cases filed – only the number of cases submitted to the CCDA. There is not a way to verify compliance.

Executive Director Jemmott stated, unlike past years, there was a greater number of federal complaints submitted to the CCDA in 2016. Chair Yoo suggested including in the report to the Legislature that conclusions cannot be drawn without further research, but the CCDA is unable to perform the needed research to assess the cause of this apparent increase without additional funding.

Commissioner McGuinness agreed and suggested a survey for informational purposes asking a series of questions for the reason or rationale that a certain court was selected or where attorneys file more frequently.

Commissioner Downey stated it would be interesting to note if high-frequency litigants switch courts from state to federal.

Chair Yoo asked how many law firms have self-identified as high-frequency litigants. Executive Director Jemmott stated 9 percent of the 2016 cases have self-identified as high-frequency litigants.

**b. Case Intake**

Chair Yoo asked staff to send the 52 Key Codes that make up the categories of alleged violations to Committee Members.

Executive Director Jemmott stated the Alleged Violations by Category document will require updating to include demand letters and complaints for public educational facilities as mandated by law. Chair Yoo restated the need to separate the demand letter and complaint information so the data will not be skewed.

Commissioner McGuinness suggested reporting the educational facility data separately due to the different emphasis and additional categories that may be required.

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Chair Yoo suggested adding "to Public Facility" to the "Accessible Route and Entry" category.

Chair Yoo suggested changing the word "Location" to "Type of Public Accommodation" and adding "and Demand Letters Submitted" to the title of the "Location Categories and Location Frequency of Complaints Filed" document. Commissioner McGuinness suggested listing the demand letters separately to avoid double-counting. Executive Director Jemmott stated the title change will be made, but it is too late to separate the data for the current report to the Legislature.

**c. Case Resolution**

Chair Yoo suggested changing "N/A" to "Not Specified" in the Case Resolutions by Court and the Case Resolution Data by Manner of Resolution documents.

Commissioner McGuinness suggested removing the "Incoming Complaints in the Same Time Period" column in the Case Resolutions by Court document.

Chair Yoo suggested including in the report to the Legislature that the Case Resolution Report Questions were answered on a volunteer basis.

**Public Comment**

Terri McClain (phonetic) suggested including in the Case Resolutions by Questions Asked document if they had a Certified Assess Specialist (CASp) report and, if so, was it asked for.

**4. FUTURE AGENDA ITEMS**

Commissioner McGuinness asked that the educational facility data reporting be discussed at the next Research Committee meeting.

Commissioner McGuinness suggested discussing her office manager's input on the Case Reporting Form at the next Research Committee meeting.

Commissioner McGuinness suggested that the Committee be provided an advanced copy of the draft report to the Legislature.

**5. ADJOURN**

There being no further business, the meeting was adjourned at 3:04 p.m.